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AS of 20 July 1970

NIS SURVEY PROGRESS REPORT #6

<u>Category/Product</u>	<u>Starting Date</u>	<u>Target Date for Completion</u>	<u>Action Responsibility</u>	<u>Status</u>
1. PRODUCTION PLANNING/SCHEDULING				
a. Development of FY 71 GS Schedule	22 Oct 69	Completed	Executive Secretary SubComm/Sched	Completed
b. Develop the FY 71 NIS Production Schedule for supporting sections	22 Oct 69	Completed	Executive Secretary SubComm/Sched	Completed and approved by Committee and sent to USIB - 20 July.
c. Update the NIS Coverage Plan to reflect recent changes.	15 Oct 69	Completed	Chief, ED	Updated Plan approved by NIS Committee on 15 July.
d. Initiate procedures for improving timely receipt of NIS contribution for General Surveys	17 Sep 69	FY 71	Chief, ED	Memo to NIS Committee members dated 17 September 1969, defined problems of interagency review of manuscripts and recommended solutions to problems. Director, OCI, briefed on problem in June.
e. Review of parallel and/or duplicative publications	13 May 70	Continuing		NIS Committee approved DIA proposal to publish Port Plans in single sheet format. Tentative approval was given to publish Town Plans on single sheet format prototype being studied by DIA. This action will eliminate paralleled DIA publications.

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Group 1

Excluded from automatic
downgrading and
declassification

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2. GENERAL SURVEY				
a. Refocus the General Surveys - to emphasize the overview function and reduce the perishable and transient contents	22 Oct 69	FY 71	Executive Secretary	Meetings have been held with OCI, OER, and OSI. Supplementary instructions for OCI and OER being developed and coordinated. DIA meeting to be held July - August 1970.
b. Develop and publish General Survey in a separate section format to allow for more rapid maintenance	1 Oct 69	FY 71	Chief, ED	A "Reprint" technique approved by NIS Committee 22 April. The first <u>Peru</u> will be published in July 1970.
c. Reexamination of the Summary Map format	15 Oct 69	Completed	Deputy Chief, ED	Completed
d. Develop an index for General Survey sections	14 Nov 69	FY 71	Chief, ED	Concept of an index is being examined along with that of a more detailed Table of Contents.

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3. SUPPORTING SECTIONS				
a. Produce Social Characteristics Units - as approved by USIB -	FY 69	Completed	Chief, ED	Completed
b. Combine Section 57 (Subversion and Insurgency) into annex of General Survey in order to minimize duplication and achieve overall reduction in production workloads	29 Oct 69	Completed	Chief, ED	NIS Committee approved production of General Survey insurgency coverage on 21 January 1970. It will be published as Section 9 of the General Survey. Nicaragua will be the first to include a Section 9.
c. Consolidation of the Oceanographic Sections 2 and 3. (Elimination of Section 3). Restructure to include subjects of general interest (i.e. Pollution, Resources, etc.)	25 June 69	FY 71	Navy-NIS Committee Member	On 10 December 1969, NIS Committee approved outline guide for new Section 2 and classified supplement. OCEANO coordinating with other agencies on new topics in Section 2.
d. Format revision, of Section 22, Coasts and Landing Beaches	29 May 69	FY 71	Chief, ED	A survey within CIA found considerable support for the continuation of this unit. Discussions are being held with DIA on CIA recommended changes.

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3. SUPPORTING SECTIONS (cont'd)				
e. Ports and Naval Facilities (Section 35) - study possibility of producing individual Port Studies in a single sheet format	29 Oct 69	Completed	Chief, ED Deputy Chief, ED	Completed
f. Modify the Transportation and Geography elements of NIS Program (i.e. Highways, Railroads, Inland Waterways, and Topography) and restructure sections to avoid present overemphasis on military aspects	30 June 69	FY 71	Chief, ED and DIA Committee Member	Modification should result from revision of outline guides and actions taken in connection with refocusing the Geography and Transportation portions of the General Survey.
4. INFORMATION PROGRAM				
a. Develop a publicity campaign and system for notifying users of changes and status of NIS coverage and develop flyers to introduce new or changing NIS products	29 Oct 69	Continuing	Chief PS/ED - Chairman of SubComm on Information	Continued demand for NIS graphics is evident by the frequent requests from DIA for presentation slides.
b. Revise Standard Instructions	1 July 70	FY 71	Deputy Chief, ED	Tentative schedule completed and presented to NIS Committee 15 July.
c. Produce new Reference Guide	1 Apr 70	July-Aug 71	ED	First draft completed and being typeset for inclusion in the proposed layout. NIS land and ocean areas - maps being constructed in CD

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5. USER FEEDBACK SURVEYS				
Develop methods for periodic reports on all NIS products and follow-up reported nonuse of NIS as indicated in NIS User Survey	11 Dec 69	Continuing		Questionnaires from Upper Air Atlas, Social Characteristics, Oceanography, and new Section 9 of General Surveys will provide a basis for future planning.
6. SECURITY (Classification/Control)				
a. Initiate a study of security restrictions involved in NIS use (domestic and overseas)	Feb 70	Continuing	Executive Secretary Chief, ED	Discussions held in February with CIA Classification Control Officer and General Counsel regarding controls applied to unclassified NIS. Also, a new concept of discussion of "Sources" used in NIS should result in some lowering in classification and frequency of controls.
b. Consider possible revision of statutory regulations affecting dissemination of NIS documents	Open	Continuing	Executive Secretary Chief, ED	
7. NIS PRODUCTION REPORTING				
Review NIS reports and system for reporting with a view to reducing duplication and improving efficiency	Dec 69		Chief, ED 25X1A9a	Revision made in ED report. Further refinements under study.

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8. ADP				
a. Continue efforts toward 100% EPIC system of printing NIS publications and consider MultiMedia methods (i.e. Microfilm, Microfiche, etc.)	1966	FY 71	Deputy Chief, ED	Approximately 80% of all NIS processed in June was in the EPIC system. Task force from OCS, PSD and PD are reviewing EPIC specs, preparing a new program for weather tables, and looking into further automation. Short range goals will be reached by 1 Sept. DIA will automate contribution by FY 71.
b. Further develop the automation of the FACTBOOK and study feasibility of an automated "text editing" system	17 June 69	FY 71	Chief, ED Deputy Chief, ED	OCS report indicates continued need for further EPIC development. Text processing systems are being investigated.
9. DISSEMINATION/STORAGE				
a. Review all aspects of NIS dissemination procedures in each user agency	Sep 1969	FY 71	Chief, PS/ED	Efforts will be made to explore dissemination problems in DoD.
b. Review domestic and overseas storage difficulties in CIA, State, and DoD installations	Open	Open		

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10. GRAPHICS PRODUCTION OF NIS				
Review of problems and technical procedures involved in the production of graphics	12 Nov 69	Continuing	Deputy Chief, ED	Proceeding on a continuing basis with all NIS contributors.

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TRANSMITTAL SLIP		DATE
TO: <i>Marie</i>		
ROOM NO.	BUILDING	
REMARKS: <i>File these originals Copies have been given to: Chief, ED D/BG1 DD/BG1 SA/D/BG1</i>		
FROM: <i>M/M.</i>		
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